



**MINUTES OF THE
SPECIAL CALLED MEETING
MAYOR AND COUNCIL
CITY OF DULUTH, GA
FEBRUARY 22, 2021**

PRESENT: Mayor Harris, Council members Bomar, Thomas, Jones, Kelkenberg and Whitlock, City Manager, Department Directors, City Attorney

Mayor Harris called the meeting to order at 5:30 p.m.

I. EXECUTIVE SESSION

It was necessary to hold an executive session on Real Estate, Pending/Potential Litigation, Personnel.

A motion was made by Councilmember Kelkenberg, seconded by Councilmember Thomas, to adjourn to executive session at 5:30 p.m.

**Voting for: Council members Bomar, Thomas, Jones, Kelkenberg and Whitlock
Motion carried.**

After the discussion, a motion was made by Councilmember Kelkenberg, seconded by Councilmember Bomar, to return to adjourn to Special Called Meeting at 6:20 p.m.

**Voting for: Council members Bomar, Thomas, Jones, Kelkenberg and Whitlock
Motion carried.**

II. ADJOURNMENT

A motion was made by Councilmember Whitlock, seconded by Councilmember Thomas, to adjourn to work session at 6:20 pm.

**Voting for: Council members Bomar, Thomas, Jones, Kelkenberg and Whitlock
Motion carried.**

**WORK SESSION
MAYOR AND COUNCIL
CITY OF DULUTH, GA**

I. PUBLIC COMMENTS

No comments brought forward.

II. DISCUSSION ITEMS/PRESENTATIONS/UPDATES

1. PEACHTREE IND. BLVD – LANDSCAPED MEDIANS

{A}

At Council's request, staff engaged a landscape architect to develop three scenarios for landscaping the medians on Peachtree Industrial Blvd from SR 120 to Sugarloaf Parkway. The landscape architect is prepared to present his concepts and cost estimates to Council, address any questions or concerns, and use Council's feedback to develop a preferred alternative from among the options.

Columbia Engineering Landscape Architect Roger Grant came forward to present three scenarios for the landscaping project. Following presentation, Council asked for annual maintenance costs for blending scenarios 1 and 2 with limited meadow concept.

2. POLICE STAFFING & CRIME UPDATE

Chief Belcher provided an update on current crime statistics as well as the need to authorize three (3) additional patrol positions.

Staff was authorized to place a budget amendment on the next Council agenda for consideration.

3. EMERGENCY WEATHER SIRENS

Chief Belcher provided an update on the current condition of the City's five (5) emergency weather sirens. There are currently two that are not working, and most people get severe weather alerts on their cell phones at this time. The public should be notified of this discontinuation.

Staff was authorized to discontinue use of the emergency weather sirens and to utilize the poles for future placement of cameras.

4. ORDINANCE TO AMEND DULUTH CODE – CHAPTER 3, ALCOHOL

City Attorney Stephen Pereira explained that alcohol ordinance amendments are necessary to allow the new hotel in Duluth to obtain the alcohol licenses they need to operate. Representatives from the hotel informed the City Attorney the hotel will not be offering room service, but will serve alcohol from a cafe in the hotel for consumption on the premises and will also sell package beer

and wine in a small convenience store in the lobby. The current code does allow a license for consumption on the premises for hotels. However, a recommendation is being proposed for a minor change to the definition of hotel, as well as the addition of a definition of convenience store that specifically references a hotel store to allow the hotel to obtain a package license for sale of beer and wine in the lobby store. These proposed definitional changes will allow the new hotel to obtain the necessary licenses to operate as they intend.

Staff was authorized to place this item on the next Council consent agenda for authorization.

5. ORDINANCE TO AMEND DULUTH CODE – CHAPTER 3, ALCOHOL

City Attorney Pereira explained the proposed ordinance to address alcohol licensing for properties zoned Planned Unit Development (PUD).

Staff was authorized to place this item on the next Council consent agenda for approval.

6. ORDINANCE TO AMEND DULUTH CODE – CHAPTER 7 - HOTEL/MOTEL TAX

Under current Georgia law the City is authorized to impose a 5% hotel motel tax rate by passage of an ordinance. State law allows the first 3% of such 5% tax to be used by the City without restriction. However, the remaining 2% must be expended through the Gwinnett Convention & Visitors Bureau, aka Explor Gwinnett. It is possible to impose a higher rate through local legislation; however, there are additional restrictions on the spending at higher rates.

Council asked for a plan for the spending of the funds going into the General Fund, such as earmarking for completing the wayfinding signage requirements. The City Manager also noted that there are some expenses that go along with operating the hotel (insurance on our parking area, landscaping common areas etc.)

Staff was authorized to place this item on the next Council consent agenda for authorization.

7. ORDINANCE TO AMEND DULUTH CODE – FINANCE COMMITTEE

The City Clerk presented staff recommendation to rename the "Finance Committee" to the "Employee Benefits and Audit Review Committee." She also requested the Council consider the re-appointment of Brandon Odum, due to being appointed as Vice Chair, to full fill the term of John Howard and to re-appoint John Howard to fulfill the term of the position of Alternate, currently held by Brandon Odum.

Staff was authorized to place this item on the next Council consent agenda for approval.

8. BOARD AND COMMISSION APPOINTMENTS

Dept. Directors presented their recommendations for this year's board and commission appointments.

Recommendation to reappoint Charles L. Barrett, III, Chief Judge/Court Administrator, Margaret Gettle Washburn, Associate Judge, Claude Mason, Associate Judge, and Chung Hun Lee, Associate Judge

Ethics Board: Recommended appointment of Mike Park (Bomar), Devin Smith (Jones) Margaret Wharton (Kelkenberg), and appoint two members recommended by Councilmember Thomas. Recommend reappointment of Priscilla Crowgey (Harris) and Lamar Doss (Whitlock).

Finance (Employee Benefits/Audit): Reappoint Susan Porteous (will reach her 14 year max in 2023); Reappoint Brandon Odum to fill the term of John Howard (2025); reappoint John Howard to fill the Alternate position currently held by Brandon Odum (term ending 2022). Appointment of Councilmember Marline Thomas to fill the term of Councilmember Kelvin J. Kelkenberg.

Planning Commission: Reappoint Ray Williams, term to expire 2025.

Parks & Rec: Current Park board members David Jones (Chair), Annette McIntosh, Jim Hall, and Mary Odum have requested reappointment to serve another term. The board has projects i.e. Rogers Bridge and Rogers Bridge Park that they have supported and would like to commit to completion. Staff recommends reappointment of David Jones - term to expire 2024 (14 year term limit); Jim Hall - term to expire 2025, Mary Odum - term to expire 2025, and Annette McIntosh - term to expire 2025.

PADRC: Tim Clark is no longer an employee of Dreamland BBQ, therefore recommending Betsy McAtee represent as a property owner (Dreamland BBQ). Chris Carter is no longer an owner in Parsons Alley, therefore recommending Ryan Skinner to represent as a property owner (Good Word Brewing). Recommend reappointments of the current members: Greg Whitlock – Councilmember, Nancy Harris - (Alt.) Council, Ron Osterloh - DDA Chairman, Ray Williams - Planning Commission Chairman. These are two-year appointments per the Parsons Alley Declaration of Covenants.

Veteran's Marker Committee: Staff is recommending the reappointment of Marline Thomas, Ray Williams - Chair of Planning Commission, Jerry Robb, and Cathy Ramadei to the Committee. These are four-year appointments expiring 2025. Staff will check on the staggering.

Zoning Board of Appeals: Nitti Gajjar (Filling unexpired term of Alana Moss. Nitti Gajjar appointed as Secretary of Planning Commission. Planning Commission bylaws indicate that the secretary to serve on the Zoning Board of Appeals). Reappoint K.C.Callaway and Scott Perkins (Alt) terms expiring 2025.

After questions/discussions, Council authorized Staff to place ordinances of appointment on the March 8 Council consent agenda for approval. The City Clerk to work with the City Attorney and GMA to review the Ethics Ordinance for possible amendments, ie: the definition of "family members."

9. UPDATE OF FY21 FINANCES & TAD BOND FINANCING

Based on Council request, Assistant City Manager Kenneth Sakmar provided the monthly update on the City's FY21 budget performance thus far. He also updated the Council on efforts by staff to secure bond financing based on the TAD increment. Potential closing March 16.

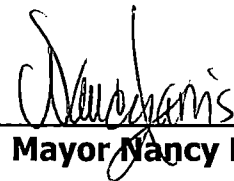
III. MATTERS FROM COUNCIL

1. Councilmember Jones thanked the City Manager for his leadership and Bill Aiken for responding on weekends.
2. Councilmember Whitlock said that, in an effort to hold open communication meetings with the residents and churches in the Hill Community, he will be attending meetings starting with the first next week.
3. Chief Belcher asked which version of his weekly report did they wish to receive short or long version. (All agreed, long version.)

IV. ADJOURNMENT

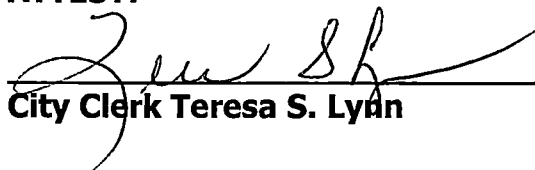
Meeting adjourned at 8:05 p.m.

Approved this 12 day of April, 2021.



Mayor Nancy Harris

ATTEST:



City Clerk Teresa S. Lynn